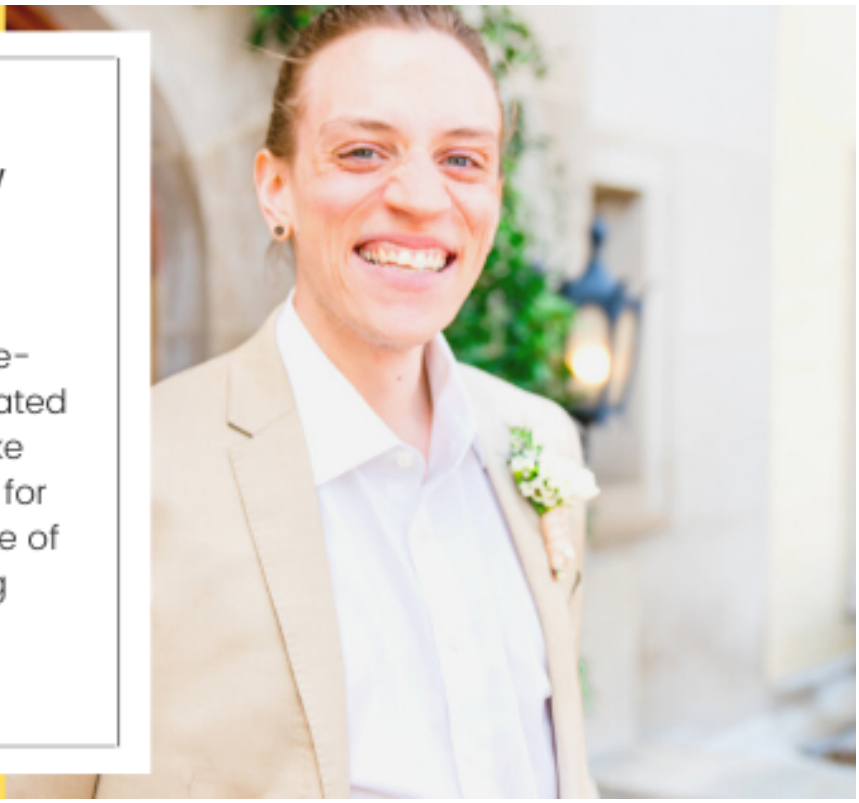
WEDDING DAY SURPRISES

This document gives pre-authorization for a designated point of contact to make decisions on your behalf for services outside the scope of your contract requiring additional payment.



COST SUMMARY: In the event that added services are needed or requested on the wedding day, the CLIENT acknowledges receipt of the Cost Summary which includes, but is not limited to:

Setting up or breaking down chairs	$2 per chair
Setting up or breaking down tables	$6 per table
Bussing	$2 per person
Trash Removal	$350+
Cake cutting	$2 per person
Errand to purchase or retrieve a forgotten item during the wedding	Cost of item
Returning items after event	$125 per location + travel (1st location complimentary)
Cleaning venue (sweeping, mopping, etc.)	$250
Moving venue furniture to original location	$250
No call/no show for a phone call or meeting	$50 plus any travel expenses incurred by Planner
Rescheduling an appointment less than 48 hours in advance	$50
Other:	

CONDITIONS:

- A CLIENT appointed Wedding Day Decision Maker (WDDM) will be informed that a task(s) need(s) to be performed on the day of the wedding. They can accept or reject these services.
- If the WDDM accepts the task(s), BURST Event Co will perform the tasks and the CLIENT will be charged per the cost summary matrix above. If the WDDM rejects the task(s), they are thereby agreeing to complete the task on their own.
- If BURST Event Co completes any portion of the task under the direction of the WDDM, the CLIENT will be charged for the full task.
- The WDDM must be present on the wedding day to sign this document or give their written permission via email (text and/or phone call acceptance not permitted).
- CLIENT must provide payment information prior to the event via credit card authorization form below. Payment will be processed with final authorization of the WDDM on the wedding day. If the credit card is declined on site, WDDM will need to provide a check or credit card that can be remotely deposited prior to departure.

CREDIT CARD INFO:

Cardholder: _____
First Name Last Name

Address: _____
Street State Zip

Credit Card Number: _____

Security Code: _____ Expiry Date: _____

CLIENT HEREBY ACKNOWLEDGES RECEIPT AND ASSIGNS WDDM:

_____ _____
Bride (Printed Name) Signature

_____ _____
Groom (Printed Name) Signature

Wedding Day Decision Maker: _____ Phone Number: _____

ON THE WEDDING DAY:

Tasks completed:

_____

Tasks rejected:

_____

The total amount due to BURST Event Co for completion of wedding day surprise task is $_____.
Payment was received in the form of _____.

CREDIT CARD CHARGE AUTHORIZATION:

_____ _____

Wedding Day Decision Maker Signature